

Municipality Of Chatham-Kent
Infrastructure and Engineering Services
Drainage, Asset and Waste Management

To: Mayor and Members of Council
From: Kevin Rankin
Fleet Manager
Date: July 23, 2018
Subject: Single Source –
Purchase of Two 4WD Industrial 90 HP Loader Tractors

Recommendations

It is recommended that:

1. The proposal for two 4WD Industrial 90 HP Loader Tractors at a cost of \$313,055.20 (13% HST included) from Nortrax Canada Inc. be accepted.
2. The purchase of the above mentioned units be funded from the Fleet Reserve.

Background

In a report approved by Council on April 9, 2018, the units listed below were approved for replacement:

- 08TR017, Ridgetown Public Works Garage
- 08TR022, Thamesville Public Works Garage

Comments

The Procurement By-law #03-2016 was adopted by Council on January 11, 2016. The Procurement By-law Section 121 - Single Source states the following:

While it is the intention of the Municipality that purchases will be performed in a competitive manner, it is recognized that in some limited situations a non-competitive method of purchasing may be required. A non-competitive direct award of Contract may be used to purchase deliverables under the following circumstances:

- a. Where there is one or no response to a competitive process;

A Request for Proposal (RFP) R18-258 was released for response on June 13, 2018 for the purchase of two 4WD Industrial 90 HP Loader Tractors.

Only one submission was received:

Company	Year	Make and Model	Matrix Score
Nortrax Canada Inc.	2018	2018 4WD Industrial 90 HP Loader Tractors	105

Accordingly, it is recommended the proposal from Nortrax Canada Inc. be accepted.

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

- Economic Prosperity:
Chatham-Kent is an innovative and thriving community with a diversified economy
- A Healthy and Safe Community:
Chatham-Kent is a healthy and safe community with sustainable population growth.
- People and Culture:
Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community
- Environmental Sustainability:
Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

- Financial Sustainability:
The Corporation of the Municipality of Chatham-Kent is financially sustainable
- Open, Transparent and Effective Governance:
The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership
- Has the potential to support all areas of strategic focus & critical success factors
- Neutral issues (does not support negatively or positively)

Consultation

The Public Works Department and Purchasing Department were consulted during the RFP process and are in agreement with this report.

Financial Implications

The above mentioned units will be funded from the Fleet Reserve.

Prepared by:

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Reviewed by:

Tim Dick, C.E.T.
Director,
Drainage, Asset and Waste Management

Reviewed by:

Thomas Kelly P. Eng., MBA
General Manager Infrastructure and Engineering Services

Consulted and confirmed the content of the consultation section of the report by:

Jennifer Scherle
Purchasing Officer

Pat Bruette,
Acting Director of Public Works

Attachments: None

C: Purchasing Officer
Acting Director, Public Works

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